# **SAMHSA Data Webpage Help Guide**

## November 2014

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Introduction & Helpful Navigation Tools

## **Introduction & Helpful Navigation Tools**

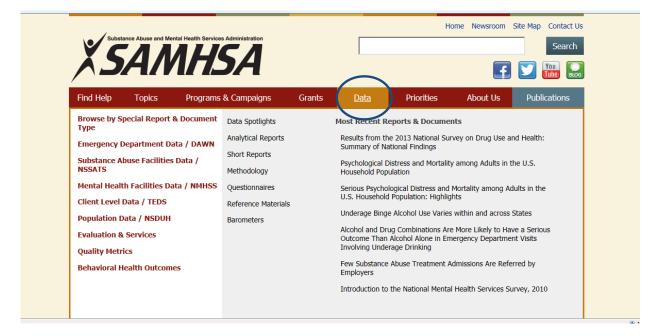
To help our Data webpage users adjust to using the new SAMHSA.gov/data site, we have created this quick reference guide with screenshots. The following types of reports are represented:

- Short Reports
- NSDUH National Findings & Detailed Tables
- Uniform Reporting System (URS) Tables
- Barometers
- State Data
- Reports by Topic

First, let us show you some of the new features of the site that will be helpful tools in navigating it:

## Mega Menu:

You can access the mega menu by hovering your mouse over the Data link on SAMHSA.gov. The mega menu will work on any page. From the mega menu, you can access all types of reports and each survey with one click. It is the fastest way to dig deep into the site.



#### **Data Search:**

The Data section of SAMHSA.gov has a second search button. If you enter your search term in the box and then click on the Data button, then the site will only search Data reports and content.



#### **Fast Finder:**

The Fast Finder has quick links on the top right of the Data homepage. You can find reports by Topic or Publication Type, or you can go to SAMHDA for data files and online analysis tools.



#### Data Archive:

The data archive site houses reports that use data older than 2010. It is a snapshot of the old data site, where you can search and actively navigate the older reports and data.



#### **RSS Feed:**

Click on the orange icon by the Newest Releases section to sign up for email updates about new reports.



#### **Finding a Short Report:**

There are three ways to find a short report on the new site.

1. **Data Search Button:** Type in your search terms and then click on the Data button. The search engine will return only Data page results.



2. Browse by Publication Type: In the Fast Finder box, click on the Publication Type link.



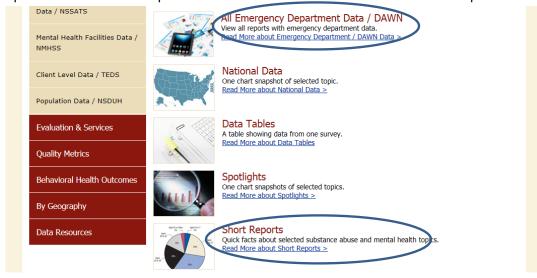
An accordion will open. Click on the Short Report tab. This will display ALL short reports sorted by year of data collected. You can click on the plus signs by each year to expand the list of reports.



**3. By Data Collection:** You can also find a specific Short Report if you know which data set it covers. For example, let's say you're looking for a DAWN short report. On the Data homepage, you can click on DAWN from the mega menu or the Type of Data box:



The DAWN landing page will open. Scroll down to see the types of reports for DAWN. You have two options to find a Short Report. You can click on "All DAWN Data" or "Short Reports."



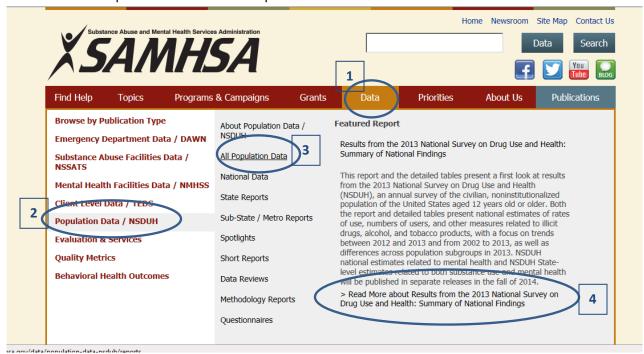
The DAWN report accordion will open from either link. Both accordions are the exact same. If you chose the "All DAWN data" option, you will need to click on the Short Report tab. If you chose the "Short Report" link, then the Short Report tab will already be selected. Reports are sorted by year of data collected. Click on the plus signs to expand each year.



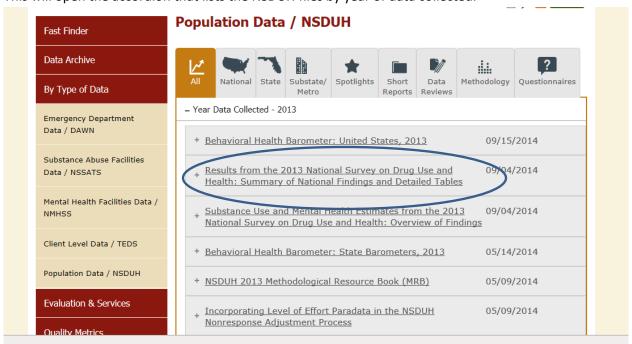
#### Finding the NSDUH National Findings & Detailed Tables:

1. The easiest way to get directly to this report is to use the mega menu. You will get to the report files in a single click. Hover over the Data button (#1) in the red bar at the top of the page, then hover over NSDUH (#2), then over "All Population Data" (#3). Click on "All Population Data." This will open the accordion to see all NSDUH files.

Or the latest year of NSDUH National Findings will always be the Featured Report on the Mega Menu. See #4. This will open the PDF file of the report.



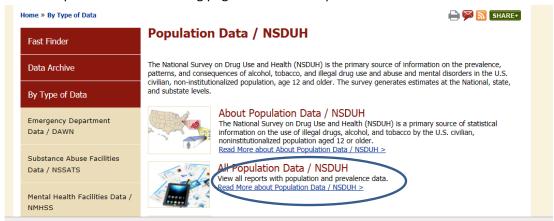
This will open the accordion that lists the NSDUH files by year of data collected.



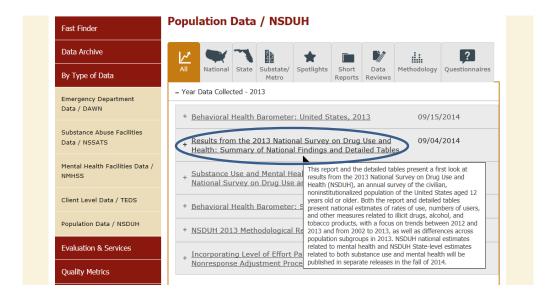
2. The second way to find the NSDUH National Findings report is by Type of Data: From the Data Homepage, click on "Population Data/NSDUH" in the Type of Data box.



This will open the NSDUH landing page. Select "All Population Data."



This will open the accordion that shows all NSDUH reports sorted by year. Click on the plus signs to expand each year. Circled is the 2013 report link.



You can also find the NSDUH National Findings by using the Data Search. Type in your search term and click on the Data button.

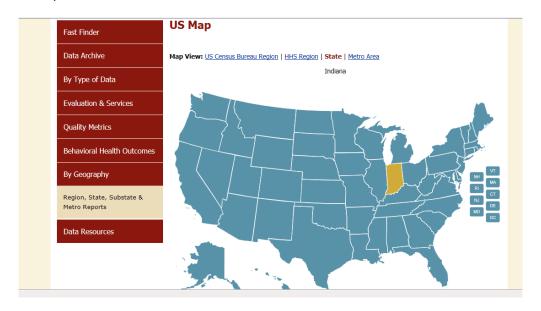


## Finding Uniform Reporting System (URS) Tables:

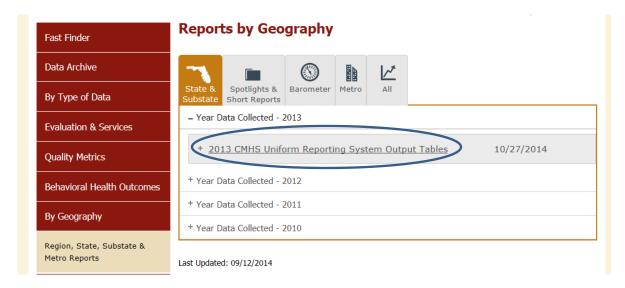
We are still working to improve how the URS Tables are found. For now, you can find them by selecting "State & Metro Reports."



The US Map page will open. When you hover over the states, they will be highlighted in yellow. Click on which state you want to see.



The state's accordion page will open. The example below is for Indiana. The files are organized by year of data collected. Click on the plus sign to expand a year. URS Tables are under the State report tab.



You can also find the URS Tables by using the Data Search. Type in your search term and click on the Data search button.



#### **Finding the National and State Barometers:**

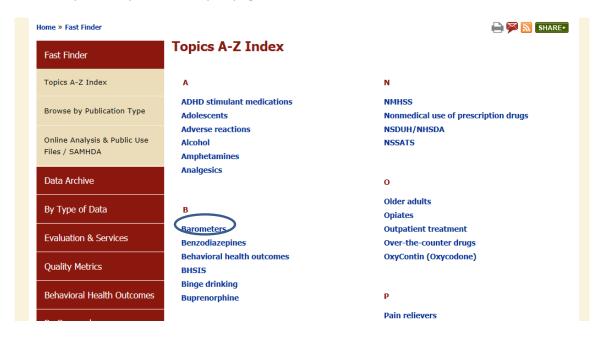
There are several ways to find both the National and State Barometers. The first way is the **Data search**:



Using the Fast Finder: On the Data homepage in the Fast Finder box on the top right of page, click on Topics A-Z.



This will open an alphabetical topics page, that includes the Barometers under B.



This will open the Barometer accordion. You can click on the plus signs to expand either the National report or the State reports, sorted by year of data collected.



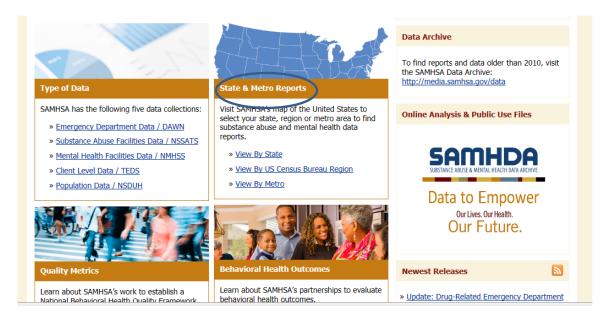
You can also find the Barometer using the Fast Finder's Browse by Publication Type link.



This will open the Publication Type accordion. Click on the Barometer tab. Then you can choose National or State Barometers sorted by year of data collected.



Finally, you can find the State Barometers from the map page. From the Data homepage, click on "State & Metro Reports."



From the map page, hover over states and then click on the state you are looking for. For example, I have selected California below.



The Reports by Geography accordion will open for the State you selected. Click on the Barometer tab. Then you can view the Barometers for that State sorted by year of data collected.



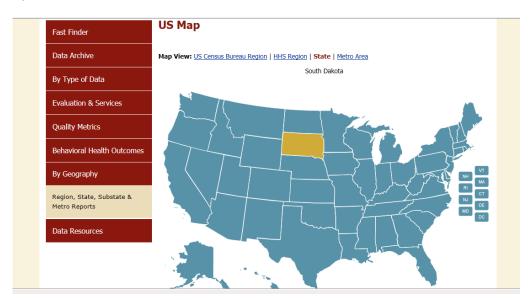
#### Finding Data for a Specific State, Region or Metro Area:

On the Data homepage, click on the "State & Metro Reports" box.



This will open the US map page. At the top of the page, select which type of report you are looking for: state, region or metro area. The map will change based on your choice:

## By State:

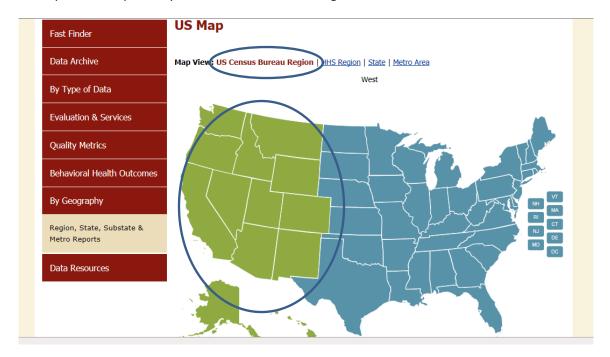


When you choose a State, that specific State's accordion opens. Click on the All tab to see all reports for that State sorted by year of data collected.



## For Regions:

Click on "State & Metro Reports" on the Data homepage to open the US map page. Click on the Region link at the top of the map, then you can hover over each region and then click to select it.



When you click on a region, then that region's accordion opens. You will see all reports for that region sorted by year of data collected.



## For Metro Area:

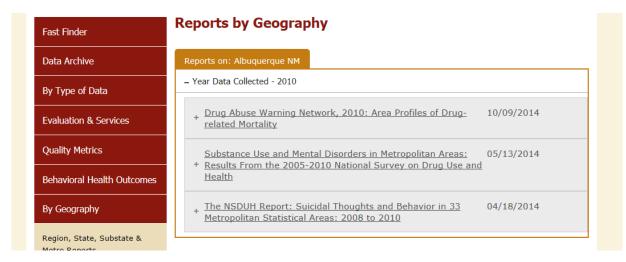
On the map page, click on Metro Area link:



This will open a page alphabetically listing all Metro Areas covered by SAMHSA Data reports.



Click on a city/metro area link to open the accordion of reports for that city/metro area. For example, Albuquerque, NM.



## **SAMHSA Data Contact Information:**

If you have additional questions or requests directly about the Data webpage that this guide did not cover, please contact us at:

## **Center for Behavioral Health Statistics and Quality**

Phone: 240-276-1250

Email Form: <a href="http://www.samhsa.gov/data/request-data-ask-a-question">http://www.samhsa.gov/data/request-data-ask-a-question</a>